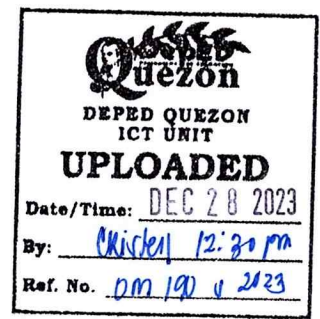




Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE



27 December 2023

OFFICE MEMORANDUM
 OM No. 190, s. 2023

CONDUCT OF PIR FOR 2023 FOURTH QUARTER AND PRE-PLANNING FOR FY 2025

TO: Assistant Schools Division Superintendents
 Division Chiefs
 Section/Unit Heads
 Division Program Focal Person/Coordinators
 Staff-in-Charge of PMIS (Section PMIS Focal)

In accordance with the implementation of DepEd Order 11, 2021, Guidelines on the Implementation of the Program Management Information System (PMIS), all Functional Divisions and Sections in this Division are directed to participate in the Program Implementation Review for 4th Quarter 2023 Accomplishment and Pre-Planning activity for FY 2025 at the Division Library Hub, following the schedule provided below and the Program Matrix outlined in the attached enclosure.

Activities	Date	Venue
Program Implementation Review (4 th Quarter of 2023) Encoding of Accomplishment	January 3-5, 2024 (8:30 – 5:00)	Division Library Hub (PMIS Core Team)
Presentation of Outputs (PIR)	January 22-24, 2024 (8:00 – 5:00)	Division Library Hub
Pre-Planning Activity (Workshop and Presentation of Outputs)	January 22-24, 2024 (8:00 – 5:00)	Division Library Hub
Encoding in the PMIS (Pre-Planning Output)	January 29 – 31, 2024 (8:30 – 5:00)	Respective Offices

It is understood that the outputs of the pre-planning activity will be encoded in the PMIS and finalized during post-planning activities in September 2024.

Participants are advised to bring their laptops and extension wires.

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Meals and other expenses shall be charged against MOOE Funds, subject to the usual accounting and auditing rules and regulations.

Strict compliance with this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Parmjd/27/12/2023

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Enclosure 2 to DM No. 196 s. 2023

Program of Activities
 January 22-24, 2023

Time	Day 1	Time	Day 2	Time	Day 3
8:00-8:15	National Anthem/ Prayer/ CALABARZON HYMN/ LALAWIGAN NG QUEZON/	8:00 – 12:00	Continuation of Workshop	8:00 – 12:00	Continuation of Presentation and Critiquing of Outputs
8:15-8:45	Inspirational Message ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent GREGORIO T. MUECO Assistant Schools Division Superintendent				
8:45 – 9:00	Statement of Purpose and Orientation				
9:00 – 9:30	FY 2023 Monitoring and Evaluation Report				
9:30 – 10:00	FY 2023 Year End Financial Assessment				
10:00 – 10:20	Presentation of Matatag Agenda – Kalilayan Program				
10:20 – 10:40	Presentation of Office Mandates				
10:40 – 11:00	QMS Inputs				
11:00 – 12:00	Highlights of GAA 2024				
12:00 – 12:45	Lunch Break				
12:45 – 1:00	Working Papers for FY 2025 Plans (Intro)		Presentation and Critiquing of Outputs	12:45 – 4:00	Continuation of Presentation and Critiquing of Outputs
1:00 – 5:00	Workshop Proper			4:00 – 4:30	

*Sequence of presentation per Office (PIR and Pre-Planning Output) will be drawn during the conduct of the activities.

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LIST OF PARTICIPANTS

	Name	Position	Division/Section
1	Rommel C. Bautista	SDS	TM
2	Edward D. Garcia	ASDS	TM
3	Gregorio T. Mueco	ASDS	TM
4	Herbert D. Perez	ASDS	TM
5	Lorena S. Walangsumbat	CID Chief	CID
6	Juanito A. Merle	EPS	CID
7	Jee-Ann O. Borines	EPS	CID
8	Asuncion C. Ila	EPS	CID
9	Joan Alejaida R. Mauhay	EPS	CID
10	Walter F. Galarosa	EPS	CID
11	Joseph E. Jarasa	EPS	CID
12	Fernando T. Seno	EPS	CID
13	Carmela Ezcel A. Orogo	EPS	CID
14	Abner L. Pureza	EPS	CID
15	Celestina M. Alba	EPS	CID
16	Elizabeth M. De Villa	SGOD Chief	SGOD
17	Raul R. Agaran	EPS	SGOD
18	Regina V. Marino	SEPS	SGOD
19	Paul Clifford Marquez	SEPS	SGOD
20	Oscar A. Duma Jr.	SEPS	SGOD
21	Michelle G. Duma	SEPS	SGOD
22	Marbin Jeramil D. Fragata	Planning Officer III	SGOD
23	Marie Antoinette Tesalona	Medical Officer	SGOD
24	Ramir O. Arbolente	Engineer III	SGOD
25	Jose Macario Patino	Dentist-in-Charge	SGOD
26	Maryjoyce Salamat	EPS/ GAD Coordinator	SGOD
27	Arvin A. Repaso	PDO - DRRM	SGOD
28	Lea Perez	PDO - YFS	SGOD
29	Maria Rexcia Baldeo	Legal Officer	OSDS
30	Wilbert A. Porteza	IT Officer	OSDS
31	Catherine A. Pureza	Budget Officer III	OSDS
32	Edmundo Marin Jr.	Accountant III	OSDS
33	Maria Dolores C. Atienza	Administrative Officer V	OSDS
34	Wennie O. Gaela	Administrative Officer IV	OSDS
35	Shiela E. Javen	Administrative Officer IV	OSDS
36	Hilariona E. Coronado	Administrative Officer IV	OSDS
37	George D. Aguila	Administrative Officer IV	OSDS
38	Sherelyn O. Pardilla	Administrative Officer IV	OSDS
39	Shara S. Garcia	ADAS III	SGOD
40	Danica May Jaranilla	ADAS II	SGOD

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41	Kristoffer O. Oineza	AO II	OSDS
42	Marissa L. Maragay	ADAS III	OSDS
43	Marinel I. Obmerga	Admin. Aide VI	OSDS
44	Norvic C. Villania	AO II	OSDS
45	Rowena S. Adalim	ADAS III	OSDS
46	Maria Aubrey Aurellana	ADAS III	OSDS
47	Ma. Gloria Cantos	ADAS II	OSDS
48	Michelle P. De Mesa	ADAS III	OSDS
49	Rodelio Esmerna	AO II	OSDS
50	Cristell Mae Dianne D. Mangubat	Admin. Aide VI	OSDS
51	Adeline A. Buenafe	EPSA	CID
52	Raymond Q. Nieva	Admin. Aide VI	CID
53	Carleen D. Aguila	Legal Assistant I	OSDS

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